

DATE: April 12, 2005

TO: CITY CLERK

FROM: Parks & Recreation
Joe Castro

CITY CLERK DEPT.
05 APR 18 PM 3:14

Telephone No
(8:00 AM – 5:00 PM)

Please place the following item on the **CONSENT** Agenda for the Council Meeting of:

April 26, 2005

Item should read as follows:

Parks & Recreation to hold a walk on April 30, 2005 from 9:30 a.m. to 11:30 a.m. Route: Start at Fox Plaza parking lot on Paisano, proceed on Paisano to Washington St, turn right on Washington St and finish at Washington Park. Approximately 500 persons and 15 vehicles will take part. This request includes permission to use amplification (1 p.a. system, 4 speakers, 30 amps and 4 microphones). (District 3) [Joe Castro]

SPECIAL INSTRUCTIONS:

PERMIT # 05-039

BUILDING PERMITS & INSPECTIONS USE Item No. _____

☒ POLICE DEPARTMENT

☒ FIRE DEPARTMENT

☒ SUN METRO

☒ PARKS DEPARTMENT

☒ ENGINEERING/TRAFFIC

☐ TXDOT *No Response
Ad of 4/18/05*

☐ N/A STREET DEPARTMENT

☐ N/A CIVIC CENTER

☐ COMPLETE

CITY OF EL PASO, TEXAS
DEPARTMENT HEAD'S SUMMARY REQUEST FOR COUNCIL ACTION (RCA)

DEPARTMENT: BUILDING PERMITS & INSPECTIONS

AGENDA DATE: APRIL 26, 2005

CONTACT PERSON/PHONE: JOE CASTRO /

DISTRICT(S) AFFECTED: 3

SUBJECT:

APPROVE a resolution / ordinance / lease to do what? **OR AUTHORIZE** the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

Parks & Recreation to hold a walk on April 30, 2005 from 9:30 a.m. to 11:30 a.m. Route: Start at Fox Plaza parking lot on Paisano, proceed on Paisano to Washington St, turn right on Washington St and finish at Washington Park. Approximately 500 persons and 15 vehicles will take part. This request includes permission to use amplification (1 p.a. system, 4 speakers, 30 amps and 4 microphones). (District 3) [Joe Castro]

BACKGROUND / DISCUSSION:

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action?

The office of Building Permits & Inspections recommends approval for Parks & Recreation to hold a walk on April 30, 2005. The department has no objections with this event.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one? If so, when?

N/A

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

N/A

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

N/A

*******REQUIRED AUTHORIZATION*******

LEGAL: (if required) _____ **FINANCE:** (if required) _____

OTHER:

(Example: if RCA is initiated by Purchasing, client department should sign also)

Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: _____

DATE: _____

**REQUEST FOR TEMPORARY USE OF
CITY STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES**

Fees: \$15.75 One event to take place on one day.

Fund 01101
[36010119/404123]

\$21.00 Multiple permits for two or more similar events to take place on consecutive days. **(Please note:** a street may not be continuously blocked for more than 24 consecutive hours. If a multiple use permit is granted, the street must be cleared, cleaned and opened between the two separate uses.)

(Please type or print)

1. Applicant:

Dr. Norman Merrifield, Parks + Recreation
Carol Bray - El Paso Public Library
Casiano (Person/Organization)

Contact Person:

Joe Castro Parks + Recreation

Name

Street Number

City

State

Zip Code

Telephone No.

Between 8:00 AM - 5:00 PM

2. Type of Event:

DIA DE LOS NINOS WALK

(Moving)

☒ Parade

☐ Demonstration

☐ Foot Race/Walk

☐ Bike Race

☐ Other: _____

(Stationary)

☐ Block party

☐ Bazaar

☐ Festival

☐ Sidewalk Sale

☒ Other: WALK

3. Date of Event:

April 30, 2005

Total Time of Event:

from 9:30 AM to 11:30 AM
(Time) (Time)

Time in which police traffic control services will be needed:

from 9:30 AM to 11:30 AM

This is the time in which police officers will be moving your event on the streets. This is the time for which you will be charged for police traffic control.

4/26

4. Approximate number of participants:

500 Persons 15 Vehicles Animals Other Specify:

*Section 13.32.100 requires you to keep the parade route clean and free of animal excrement during the parade.

5. Approximate or anticipated number of spectators:

6. Purpose of Event: (i.e. fund-raiser, school activity, etc.)

To promote and enhance the 9th Annual Dia De Los Ninos -
Dia De Los Libros Festival to be held on April 30, 2005
from 11am-1pm. along with Healthy Hearts with Parks Walk

If this is a fund-raiser and you estimate that you will raise over \$500, please list your Charitable Solicitation Permit number: N/A

7. Proposed Route: (streets, parks, sidewalks to be used or blocked)
ATTACH A CLEAR AND SPECIFIC HAND DRAWN MAP

Congregate at Fox Plaza Parking lot - South on Paisano and
cross Alameda - go west on Paisano and cross Reynolds to
Washington St. - North on Washington to the Park Event

Location of assembly area, if separate or different:

Fox Plaza Parking Lot

IMPORTANT INFORMATION REGARDING TRAFFIC CONTROL:

If traffic control will be provided by the El Paso Police Department for a moving event, you must submit a map of the route for the event. The Police Department will then prepare a traffic control plan along with an estimated cost for their services as provided in Section 13.32.110. You will be billed for the actual cost after the event.

If traffic control will not be provided by the El Paso Police Department, then you must submit a map and written traffic control plan to Building Permits & Inspections or the Engineering/Traffic Division, not less than seven days prior to the date of the event.

You will also be responsible for paying for and providing any barricades and signs. The barricading shall be manned and the barricading and signing shall comply with the provisions set forth in the State's

"Manual of Uniform Traffic Control Devices." Please feel free to contact the City's Engineering/Traffic Division, 6th Floor, 541-4050, for more information.

8. Amplification devices to be used: X Yes No

Use permitted only between the hours of 7 a.m. and 10 p.m.

If amplification is being requested, number of and sound amplifying capacity of microphones, amplifiers and speakers proposed to be used. Also, state whether or not the purpose is advertising any goods, property, services, or entertainment, the primary purpose of which advertising is the making of a profit for a business.

P.A. SYSTEM - 4 SPEAKERS - 30 AMPS
Amplification will be used by performing groups for 4 MICS
entertaining purpose in both the Festival and the Parade and wa

Regarding the use of San Jacinto Plaza, amplification may only be used on the stage. If you wish to use this area, you must also contact the Parks and Recreation Department, 6th Floor, and reserve the stage. A fee is charged for the use of this area. Additionally, other ordinances may apply to or restrict the use of city-owned property, including parks.

9. Method of Street and Right-of-Way cleaning:

Volunteers will be used to clean up after both the parade
and the Dia De las Ninas - Dia De las Libros Festival parade walk

Section 13.32.100 requires you to clean the streets, sidewalks, and other rights-of-way from all event litter and debris, including that left by spectators. In the event that you do not clean these areas, the City may perform such cleaning and you will be charged. You may also arrange in advance to have the Street Department perform the cleaning for a charge by filling out a separate request form and submitting it to Building Permits & Inspections Office no later than fourteen days prior to the date of the event.

RELEASE: In consideration of the permit for use of city streets, sidewalks, and other places held for public use, it is understood that the applicant(s) contained herein do hereby release and discharge the City, and its respective officers, directors, agents, and employees, jointly and severally, from any and all liability for illness, injuries and damages that may be suffered which arise out of or result from participation in this event.

Care A. Brown-Cassano
Signature of Applicant

3-21-05
Date

For Parks and Recreation - El Paso Public Library
(Organization/Sponsor, if any)

Please note: If the parade or temporary event is designed to be held by or for any person other than the applicant, the applicant shall attach a communication in writing from the person authorizing the applicant to apply for the permit.

For Office Use Only

Event: PARKS & RECREATION DIA DE LOS NINOS WALK

\$15.75 Fee Paid: GJ0000131241

\$21.00

City Council Hearing: APRIL 26, 2005

Copy to:

☒ Police Department

☒ Fire Department

☒ Sun Metro

☒ Parks Department

☒ Engineering-Traffic Div.

☒ Highway Department

☐ Street Department

☐ Civic Center

Comments:

PERMIT

EVENT: PARKS & RECREATION DIA DE LOS NINOS WALK

LOCATION FOX PLAZA PARKING LOT, PAISANO, ALAMEDA, RAYNOLDS,
WASHINGTON ST, WASHINGTON PARK

DATE OF EVENT: APRIL 30, 2005

City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: _____ Permit No.: _____

R. Alan Shubert, P.E.

BUILDING PERMITS & INSPECTIONS DIRECTOR

DIA DE LOS NINOS DIA DE LOS LIBROS PARADE ROUTE

4/24/04 10AM

FOX PLAZA PARKING LOT
PARADE STARTS HERE

PAISANO

ALAMEDA

ALAMEDA

PAISANO

RAYNOLDS

VALVERDE

PAISANO

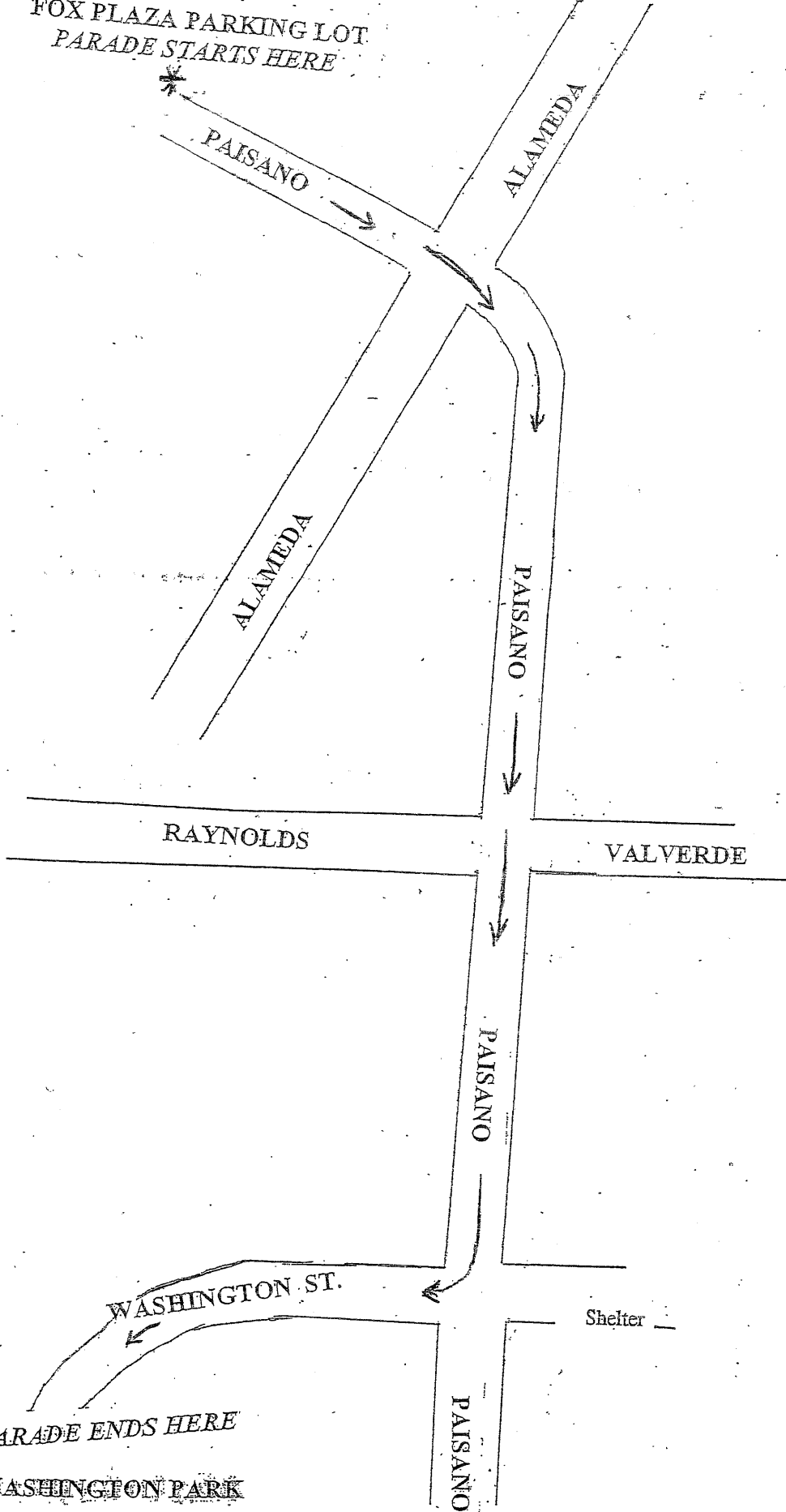
WASHINGTON ST.

Shelter

PAISANO

PARADE ENDS HERE

WASHINGTON PARK



Report ID: FIN2001
Bus. Unit: COFEP--CITY OF EL PASO
Ledger Grp: ACTUALS - - ACTUALS
Ledger: ACTUALS - - ACTUALS

Source: PLS Journal ID: 0000131241 Status: ALL

GT 0000/31241

<u>Line</u>	<u>Description</u>	<u>Account</u>	<u>Fund</u>	<u>Department</u>	<u>Class</u>	<u>Project</u>	<u>Activity ID</u>	<u>Entry Event</u>	<u>Cur</u>	<u>Debit</u>	<u>Credit</u>
Journal ID: 0000131241 Journal Date: 03/29/2005 Source: PLS--PATRICIA L. SAENZ								Reversal: N--None	Status: V--Valid		
Description Dia de los Ninos parade - April 30, 2005											
1	PROFESSIONAL LICENSES & MEMBER										
504414	16301	51010279	51000	P500201	OTHER						
2	POOLED CASH AND INVESTMENTS							USD		15.75	0.00
101000	16301	51010279	51000	P500201	OTHER						
3	PARADE PERMITS							USD		0.00	15.75
404123	01101	36010119		P500201	OTHER						
4	POOLED CASH AND INVESTMENTS							USD		0.00	15.75
101000	01101	36010119		P500201	OTHER						
								USD		15.75	0.00
Total USD										31.50	31.50

Apr. 13. 2005 8:57AM CITY OF EL PASO

No. 6727 P. 5/7

For Office Use Only

Event: PARKS & RECREATION DIA DE LOS NINOS WALK\$15.75 Fee Paid: GJ0000131241
\$21.00City Council Hearing: APRIL 26, 2005

Copy to:

☒ Police Department☒ Fire Department *tlr*☒ Sun Metro☒ Parks Department☒ Engineering-Traffic Div.☐ Highway Department☐ Street Department☐ Civic Center

Comments:

PERMITEVENT: PARKS & RECREATION DIA DE LOS NINOS WALKLOCATION FOX PLAZA PARKING LOT, PAISANO, ALAMEDA, RAYNOLDS,
WASHINGTON ST, WASHINGTON PARKDATE OF EVENT: APRIL 30, 2005City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: _____ Permit No.: _____

R. Alan Shubert, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR



APR-14-2005 THU 09:13 AM

FAX NO.

P. 01

Apr. 13. 2005 9:01AM

CITY OF EL PASO

No. 6729 P. 5/7

For Office Use Only

Event: PARKS & RECREATION DIA DE LOS NINOS WALK

\$15.75 Fee Paid:

GJ0000131241

\$21.00

City Council Hearing: APRIL 26, 2005

Copy to:

☒ Police Department
☒ Fire Department
☒ Sun Metro
☒ Parks Department

☒ Engineering-Traffic Div.
☒ Highway Department
☐ Street Department
☐ Civic Center

Comments:

Sun Metro has no objection
to the event.

L. Lyon 4/13/05

PERMITEVENT: PARKS & RECREATION DIA DE LOS NINOS WALKLOCATION FOX PLAZA PARKING LOT, PAISANO, ALAMEDA, RAYNOLDS,
WASHINGTON ST, WASHINGTON PARKDATE OF EVENT: APRIL 30, 2005City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: _____ Permit No.: _____

R. Alan Shubert, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR

For Office Use Only

Event: PARKS & RECREATION DIA DE LOS NINOS WALK

\$15.75 Fee Paid: GJ0000131241
\$21.00

City Council Hearing: APRIL 26, 2005

Copy to:

☒ Police Department
☒ Fire Department
☒ Sun Metro
☒ Parks Department

☒ Engineering-Traffic Div.
☒ Highway Department
☐ Street Department
☐ Civic Center

Comments:

na

PERMIT

EVENT: PARKS & RECREATION DIA DE LOS NINOS WALK

LOCATION FOX PLAZA PARKING LOT, PAISANO, ALAMEDA, RAYNOLDS,
WASHINGTON ST, WASHINGTON PARK

DATE OF EVENT: APRIL 30, 2005

City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: _____ Permit No.: _____

R. Alan Shubert, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR

For Office Use Only

Event: PARKS & RECREATION DIA DE LOS NINOS WALK

\$15.75 Fee Paid: GJ0000131241

\$21.00

City Council Hearing: APRIL 26, 2005

Copy to:

☒ Police Department
☒ Fire Department
☒ Sun Metro
☒ Parks Department

☒ Engineering-Traffic Div.
☒ Highway Department
☐ Street Department
☐ Civic Center

Comments:

TRAFFIC HAS NO OBJECTIONS TO PROPOSED EVENT,. PROVIDED
HIGHWAY DEPARTMENT IS ALSO NOTIFIED OF PROPOSED EVENT
TRAFFIC CONTROL BY POLICE OFFICERS.

By: ARTURO SANCHEZ (14 April 05)

PERMIT

EVENT: PARKS & RECREATION DIA DE LOS NINOS WALK

LOCATION FOX PLAZA PARKING LOT, PAISANO, ALAMEDA, RAYNOLDS,
WASHINGTON ST, WASHINGTON PARK

DATE OF EVENT: APRIL 30, 2005

City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: _____ Permit No.: _____

R. Alan Shubert, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR

For Office Use Only

Event:

Parks & Recreation Dia De Los Ninos Walk

\$15.75 ☐ Fee Paid:

\$21.00 ☐

GJ0000131241

Date _____

City Council Hearing:

April 26, 2005

Date _____

Copy To:

<input checked="" type="checkbox"/>	Police Department
<input checked="" type="checkbox"/>	Fire Department
<input checked="" type="checkbox"/>	Sun Metro
<input type="checkbox"/>	Parks Department

<input checked="" type="checkbox"/>	Engineering - Traffic Div.
<input checked="" type="checkbox"/>	Highway Department
<input type="checkbox"/>	Street Department

Comments:

The El Paso Police Department has no objections with this event.

The Department will police the event with 16 officers and 16 vehicles.

Estimated cost to city: \$426.00 Estimated cost to applicant: \$1174.00

PR 05-039

PERMIT

EVENT

Parks & Recreation Dia De Los Ninos Walk

LOCATION:

Fox Plaza Parking Lot, Paisano, Alameda, Raynolds, Washington St., Washington Park

DATE OF EVENT:

April 30, 2005 from 9:30 a.m. to 11:30 a.m.

CITY COUNCIL ACTION:

Approve

Disapprove

Approve w/ Mod

Date Permit Issued:

Permit No.:

Building Permits & Inspections Director

JOE WARDY
MAYOR

JOYCE WILSON
CITY MANAGER

R. ALAN SHUBERT, P.E.
DIRECTOR



CITY COUNCIL

SUSAN AUSTIN
DISTRICT NO. 1

ROBERT A. CUSHING, JR.
DISTRICT NO. 2

JOSE ALEXANDRO LOZANO
DISTRICT NO. 3

JOHN F. COOK
DISTRICT NO. 4

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DISTRICT NO. 6

VIVIAN ROJAS
DISTRICT NO. 7

ANTHONY W. COBOS
DISTRICT NO. 8

April 18, 2005

**BUILDING PERMITS &
INSPECTIONS DEPARTMENT**

Parks & Recreation
Joe Castro
2 Civic Center Plaza
El Paso, TX 79901

FROM: Building Permits & Inspections
SUBJECT: Application for use of City Streets/Sidewalks (in connection with a Parade, Walk, Run, etc.)

This is only a recommendation from Building Permits & Inspections to the Mayor and Council. They will make the final determination at the City Council Meeting on April 26, 2005 at 9:00 a.m. We recommend a representative be present to answer to answer any questions that City Council may have.

REQUEST:

Parks & Recreation to hold a walk on April 30, 2005 from 9:30 a.m. to 11:30 a.m. Route: Start at Fox Plaza parking lot on Paisano, proceed on Paisano to Washington St, turn right on Washington St and finish at Washington Park. Approximately 500 persons and 15 vehicles will take part. This request includes permission to use amplification (1 p.a. system, 4 speakers, 30 amps and 4 microphones). (District 3) [Joe Castro] Permit # 05-039

RESPONSES:

No objections from Fire, Sun Metro and Parks. Traffic has no objections to proposed event, provided Highway Department is also notified of proposed event. Traffic control by police officers. No response from TXDOT as of 4/18/05. The El Paso Police Department has no objections with this event. The Department will police the event with 16 officers and 16 vehicles. Estimated cost to city: \$426.00 Estimated cost to applicant: \$1174.00. The office of Building Permits & Inspections recommends approval.

A handwritten signature in black ink, appearing to read "R. Alan Shubert".

R. ALAN SHUBERT, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR

#2 Civic Center Plaza, 5TH Floor, El Paso, Texas 79901
915.541.4557 Telephone • 915.541.4814 Fax • www.elpasotexas.gov